

## **Concord Public Library**

### **Trustee Meeting**

**February 6, 2012**

**-DRAFT-**

Present: Marilyn Fraser, Inez McDermott, Elizabeth Mulholland, Mary Beth Robinson, Lisa Sands and Library Director Patricia Immen

The Meeting was called to order at 7:13 p.m. The minutes of January 9, 2012 were approved.

Mrs. Immen presented the February Library Director's report:

- Personnel updates were noted.
- Library Trustee Terms – Three trustees have terms expiring at the end of April, Inez McDermott, Elizabeth Mulholland and Lisa Sands. All have indicated a desire to be reappointed. Mrs. Immen will inform the City Manager.
- The library is undergoing energy improvements with changes in lighting. This project is nearly complete.
- The upcoming budget season was discussed. Mrs. Immen continues to work on developing a maintenance budget for FY 2013.
- Mrs. Immen reported on physical improvements and purchases for the library. She and the staff are planning on a few more improvements this spring.
- The Alice Reen Grant was used to buy CD storage furniture and extra CDs. The library will apply again for a Reen Trust grant in June, this time for another new book bin in front of the Library.
- There are continuing efforts to curb the trash and cigarettes outside the building.
- The Moose grant funds for the digitization of Judge Page's White's Opera House scrapbooks are nearly spent. Currently staff is purchasing archival materials in which to store the scrapbook pages now that they have been scanned.
- Program planning continues for April, May and June. There will be ads in the *Concord Monitor Insider* for the next five months reminding people of Library activities.
- The National Library Week theme is "You belong @ Your Library" (April 9-15).
- A Volunteer Tea, is being planned for April 9 to recognize volunteers.
- Two charrettes to discuss Penacook will be held in April. The second will concern the Library. Trustees should plan to attend. Details to follow.
- Statistics were distributed. Visitation and circulation numbers have risen from last year. Of note: Ebook downloads have risen over 200%.

Foundation Update – Mary Beth Robinson reported on her attendance at the Foundation’s January meeting. A few Foundation members have met with the Mayor and City Manager regarding ongoing planning for a new library/potential building purchases downtown. The Foundation is going to turn its attention to understanding the financial aspect of planning for and fundraising for a new library.

There was no new business.

Old business:

- Trustee board opening – Mrs. Immen is contacting someone who has expressed an interest in serving on the board.
- Library Advocacy – no news – we will be prepared for budget season.
- There was a short discussion of the impact on the Prince Street building purchase on the library and parking.

Next meeting is March 5, at 7:00 p.m.

Meeting adjourned 8:27 p.m.

Respectfully submitted,

Inez McDermott